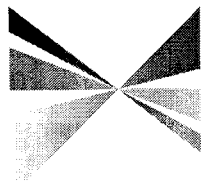


SOUTHERN CALIFORNIA



**ASSOCIATION of
GOVERNMENTS**

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Glen Becker, Santa Valley • Carl Morehouse, San
Benaventura • Toni Young, Port Hueneme

Orange County Transportation Authority: Lou
Correa, County of Orange

Riverside County Transportation Commission:
Robin Lowe, Hemet

Ventura County Transportation Commission:
Keith Millhouse, Moorpark

MEETING OF THE

ADMINISTRATION COMMITTEE

PLEASE NOTE CHANGE IN TIME

Thursday, December 1, 2005

9:00 a.m. – 10:00 a.m.

SCAG Offices

818 W. 7th Street, 12th Floor

San Bernardino Conference Room A&B

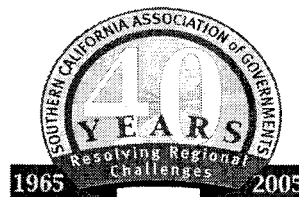
Los Angeles, California 90017

213. 236.1800

Agenda Enclosed

If members of the public wish to review the attachments
or have any questions on any of the agenda items,
please contact Lisa Taylor at 213.236.1891 or
TaylorL@scag.ca.gov

SCAG, in accordance with the Americans with Disabilities Act (ADA),
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ADMINISTRATION COMMITTEE

AGENDA

| | PAGE # | TIME |
|--|--------------------------|------|
| <i>"Any item listed on the agenda (action or information) may be acted upon at the discretion of the Committee."</i> | | |
| 1.0 <u>CALL TO ORDER & PLEDGE OF ALLEGIANCE</u> | | |
| | Hon. Sid Tyler, Chair | |
| 2.0 <u>PUBLIC COMMENT PERIOD</u> | | |
| Members of the public desiring to speak on an agenda item or items not on the agenda, but within the purview of the Committee, must fill out and present a speaker's card to the Assistant prior to speaking. A speaker's card must be turned in before the meeting is called to order. Comments will be limited to three minutes. The chair may limit the total time for all comments to twenty (20) minutes. | | |
| 3.0 <u>REVIEW and PRIORITIZE AGENDA ITEMS</u> | | |
| 4.0 <u>CONSENT CALENDAR</u> | | |
| 4.1 <u>Approval Item</u> | | |
| 4.1.1 <u>Minutes of November 3, 2005</u> <u>Attachment</u> | 75 | |
| 4.1.2 <u>Authorize Payment from General Fund</u> <u>to Conclude HDR Matter</u> <u>RC Attachment</u> | 07 | |
| 4.1.3 <u>Payment of Expenditures Not Payable</u> <u>from Direct Projects or Indirect Funds</u> <u>RC Attachment</u> | 08 | |
| 4.1.4 <u>Contracts Over \$250,000</u> <u>RC Attachment</u> | | |
| 4.1.5 <u>Amendment of the Fulbright & Jaworski Contract</u> <u>RC Attachment</u> | 21 | |



ADMINISTRATION COMMITTEE

AGENDA

PAGE # TIME

4.0 CONSENT CALENDAR (continued)

4.2 Receive and File

4.2.1 Purchase Orders/ Contracts \$5,000 to \$250,000
RC Attachment

22

5.0 ACTION ITEMS

5.1 FEMA Grant for a Multi-Jurisdictional,
Multi-Hazard Disaster Mitigation Plan
RC Attachment

Heather
Copp, CFO

5 minutes

17

Recommended Action: Adopt resolution
#05-469-1 to apply for, accept, and manage
FEMA Pre-Disaster Mitigation funds for
a Multi-Jurisdictional, Multi-Hazard Disaster
Mitigation Plan.

6.0 INFORMATION ITEMS

6.1 RHNA Funding Options
Attachment

Heather
Copp, CFO

80

20 minutes

6.2 CFO Report RC Attachment

Heather
Copp, CFO

28

5 minutes

6.3 Audit Committee Report

6.3.1 FY 05/06 Audit Work Plan

Heather
Copp, CFO

5 minutes

6.4 Personnel Committee Report
RC Attachment

Hon. Richard
Dixon, Chair

10 minutes

- Merit Pay Program Status Report
- Deferred Compensation Status Report
- 2001 Classification Study Final Report/
Staff Turnover Statistics

37

40

42



ADMINISTRATION COMMITTEE

AGENDA

PAGE #

TIME

7.0 FUTURE AGENDA ITEMS

Any Committee members or staff desiring to place items on a future agenda may make such request. Comments should be limited to three (3) minutes.

8.0 ANNOUNCEMENTS

9.0 ADJOURNMENT

The next meeting of the Administration Committee will be held at the SCAG offices on Thursday, January 5, 2006.

Administration Committee
November 3, 2005

Summary Minutes

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE ADMINISTRATION COMMITTEE. AUDIO CASSETTE TAPE OF THE ACTUAL MEETING IS AVAILABLE FOR LISTENING IN SCAG'S OFFICE.

The Administration Committee held its meeting at the SCAG offices, Downtown, Los Angeles. The meeting was called to order by Sid Tyler, Chair, Pasadena. There was a quorum.

Members Present

| | |
|--|--------------------------|
| Baldwin, Harry | City of San Gabriel |
| Bowlen, Paul | City of Cerritos |
| Burke, Yvonne | County of Los Angeles |
| Dispenza, Mike | City of Palmdale |
| Dixon, Richard | City of Lake Forest |
| Edney, Jon | City of El Centro |
| Loveridge, Ronald | City of Riverside |
| Mikels, Judy | County of Ventura |
| Nelson, Larry | City of Artesia |
| Ovitt, Gary | County of San Bernardino |
| Pettis, Greg | City of Cathedral City |
| Robertson, Deborah | City of Rialto |
| Washburn, Dennis (Vice Chair) | City of Calabasas |
| Young, Toni | City of Port Hueneme |

Members Not Present

| | |
|-------------------|-------------------------|
| Aldinger, Jim | City of Manhattan Beach |
| Lowenthal, Bonnie | City of Long Beach |
| Roberts, Ron | City of Temecula |
| Smith, Greig | City of Los Angeles |

New Members

Administration Committee
November 3, 2005

Summary Minutes

1.0 CALL TO ORDER & PLEDGE OF ALLEGIENCE

Hon. Sid Tyler, Chair, Pasadena, called the meeting to order at 9:10 a.m.

2.0 PUBLIC COMMENT PERIOD

Joe Loya, Torres Martinez Desert Cahuilla Indians, introduced himself to the Committee on the behalf of the Reservation Transportation Authority.

3.0 REVIEW and PRIORITIZE AGENDA ITEMS

4.0 CONSENT CALENDAR

4.1 Approval Item

4.1.1 Summary Minutes of October 10, 2005

Minutes amended respectively; Judy Mikels, County of Ventura and Gary Ovitt, County of San Bernardino.

4.1.2 Approve CALCOG Funding Split

4.1.3 Approval of Letter of Support for Environmental Justice Grant Application

4.1.4 Sponsorship Approval for Faster Freight Cleaner Air 2006 and National Urban Freight Conference

4.2 Receive and File

4.2.1 Purchase Orders/Contracts \$5,000 to \$250,000

Motion by Bowlen to approve the Consent Calendar with amendments to the Summary Minutes, Seconded by Baldwin, then unanimously Approved by the Committee.

5.0 ACTION ITEMS

5.1 OWP Amendment (Attachment)

Heather Copp, CFO, reviewed the Overall Work Program Budget Amendment matrix with Committee. The revised and approved OWP Budget Amendment # 1 is attached. The Committee also discussed the expanded approach to the Regional Comprehensive Plan to include open space, finance, and legal chapters.

Motion by Washburn to approve, Seconded by Robertson, then unanimously Approved by the Committee.

Administration Committee
November 3, 2005

Summary Minutes

5.2 5313 (b) Grant Submittals

Heather Copp, CFO, briefed the Committee on project grant submittals that have been requested, including the amount of the grant, matched funds, and source of the matched funds.

Motion by Washburn to approve the 5313(b) Grant Submittals, Seconded by Robertson, then unanimously Approved by the Committee.

6.0 **INFORMATION ITEMS**

6.1 Regional Housing Needs Assessment (RHNA) and "House Your Own" Planning
Hasan Ikhata, Director, Planning and Policy, briefed the Committee on discussion with the state to develop alternative methodologies to RHNA. Possible alternatives include changes to make cities responsible for their own natural population and job creation. This concept would allow mutually beneficial trading encouraged by financial incentives from the state. It would also align RHNA with the growth forecast for the Regional Transportation Plan. Currently, this plan does not fulfill the law requirement for MPOs.

6.2 CFO Report

Heather Copp, CFO, reported:

- Final Disposition of HDR Letter received.
- Subregional/Regional Relations Task Force Kick-Off meeting is scheduled for December 1st, immediately following the Regional Council meeting.

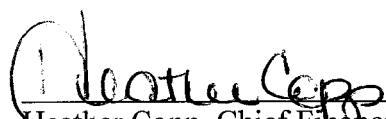
7.0 **FUTURE AGENDA ITEMS**

8.0 **ANNOUNCEMENTS**

9.0 **ADJOURNMENT**

Hon. Sid Tyler, Chair, adjourned meeting at 9:50am

Summary Minutes Approved by:



Heather Copp, Chief Financial Officer
Staff to the Administration Committee

Overall Work Program (OWP) Budget Amendment # 1

| Funding Sources | FY 05/06 | |
|-------------------------|-------------|-----------|
| | Federal | TDA |
| <u>FY 04/05 Non-ROE</u> | | |
| - PL | \$3,237,207 | |
| - FTA | \$11,871 | |
| - TDA | | \$371,226 |
| Total | \$3,249,078 | \$371,226 |

| WE | Project | FY 05/06 Increase/Decrease | | | | FY 06/07 | | | | Description |
|--------------|----------------------------------|----------------------------|-----------------|-----------------|------------------|------------|------------|------------|------------|---|
| | | Federal | TDA | In-Kind | Total | Federal | TDA | In-Kind | Total | |
| | Carryover Projects | | | | | | | | | |
| 05-020.SCGC1 | - Environmental Planning | \$96,577 | \$12,513 | | \$109,090 | | | | | Continue to provide procedural and technical assistance in the development of the Regional Comprehensive Plan. |
| 05-040.SCGC4 | - Existing Land Use Database | \$131,423 | \$17,027 | | \$148,450 | | | | | To produce an existing land use database for the entire region. SCAG will specifically use the information contained in the database as a tool in the development of the growth forecast for the 2007 RTP. |
| 05-050.OCGS2 | - OCG Growth Visioning | \$4,000 | | \$518 | \$4,518 | | | | | See below |
| 05-050.OCGC1 | - OCG Growth Visioning | \$37,013 | | \$4,795 | \$41,808 | | | | | Prepare a final report on study findings and recommendations on growth and housing issues |
| 05-070.SCGC8 | - Airport Travel Demand Model | \$221,325 | \$28,675 | | \$250,000 | | | | | Conduct a Regional Air Passenger survey that will be used in the analysis of current distribution of passenger demand and airport utilization. |
| 05-080.SCGC1 | - 2005 State of the Commute | \$26,509 | \$3,435 | | \$29,944 | | | | | Update information on commuter's travel behavior and attitudes toward the commute, traffic congestion, alternative travel modes, etc. for use in the development of the 2005 State of the Commute Report. |
| 05-130.CVGC1 | - CVG Southeast Bypass Routing | \$28,476 | | \$3,689 | \$32,165 | | | | | Continue development of a Statement of Need for Action, which will convey the reasons for and the benefits of a Southeaster Bypass route. |
| 05-140.AVGC1 | - AVG Transp. Information System | \$18,877 | | \$2,449 | \$21,323 | | | | | To study and identify improvements needed for better customer information and improve and enhance coordination between the local and regional transit services in the Arroyo Verdugo Subregion |
| 05-140.SGVS1 | - SGV Gold Line Phase II | (\$8,853) | | (\$1,147) | (\$10,000) | | | | | Continue to ensure local support for transit oriented development proposals associated with the development of the San Gabriel Valley Gold Line Extension project. |
| | Sub-Total | \$555,347 | \$61,649 | \$10,304 | \$627,298 | \$0 | \$0 | \$0 | \$0 | |
| | RCP/ CEQA Reform | | | | | | | | | |
| 06-035.SCGC1 | - Open Space | \$150,000 | \$19,434 | | \$169,434 | \$350,000 | | \$45,346 | \$395,346 | A consultant will be hired to assist in developing and implementing a Regional Environmental Mitigation Program for the Regional Comprehensive Plan. There will be a special emphasis on a program to preserve Open Space and Habitat in Southern California. |
| 06-035.SCGS1 | - (1) Open Space Staff Position | \$158,746 | | \$20,567 | \$179,313 | \$317,491 | | \$41,134 | \$358,625 | This position will assist with the Regional Comprehensive Plan. This position is a limited term employee expected to last 2 years. |
| 06-035.SCGC2 | - Finance Consult - open Space | \$44,265 | \$5,735 | | \$50,000 | \$265,590 | \$34,410 | | \$300,000 | A consultant will be hired to prepare the financial strategies component of the Regional Comprehensive Plan. |
| 06-035.SCGC3 | - Legal Consult - open space | \$88,530 | \$11,470 | | \$100,000 | \$132,795 | \$17,205 | | \$150,000 | A consultant will be hired to provide legal advice and assistance in the development and implementation of the Regional Comprehensive Plan. |
| | System Study | | | | | | | | | |
| 06-130.SCGC9 | - Goods Movement-Air Quality | \$50,000 | \$6,478 | | \$56,478 | \$150,000 | | \$19,434 | \$169,434 | Staff and consultant resources will be used to develop a comprehensive system design, including infrastructure requirements, air quality and mitigation strategies, and Phase II of the Port and Modal Elasticity Study |

Overall Work Program (OWP) Budget Amendment # 1

| WE | Project | FY 05/06 Increase/Decrease | | | | FY 06/07 | | | | Description |
|---------------|---|----------------------------|------------------|------------------|--------------------|--------------------|-----------------|------------------|--------------------|---|
| | | Federal | TDA | In-Kind | Total | Federal | TDA | In-Kind | Total | |
| 06-130.SCGC10 | - Goods Movement-Concept Design | \$50,000 | \$6,478 | | \$56,478 | \$150,000 | | \$19,434 | \$169,434 | See above |
| 06-244.SCGC1 | - MagLev | \$88,530 | \$11,470 | | \$100,000 | \$265,590 | \$34,410 | | \$300,000 | Staff and consultant resources will be used to develop conceptual designs for connecting regional airports through a high speed MAGLEV system, including obtaining ridership forecasts, alignment and station sites, ground access alternatives, and system sec |
| 06-130.SCGC11 | Goods Movement (Elasticity Study Part II) | \$100,000 | \$12,956 | | \$112,956 | \$400,000 | | \$51,824 | \$451,824 | A consultant will be hired to get feedback and confirmation on the existing elasticity model, develop a short-term model, develop details on phasing of goods movement projects, and detail and study the types of environmental impact mitigation that can be |
| | Data Acquisition | | | | | | | | | |
| 05-070.SCGC5 | - Heavy Duty Truck Model | \$134,000 | \$17,361 | | \$151,361 | | | | | Collect additional survey data to enhance the new HTD model. |
| 06-070.IVGC1 | - Imperial County Model | \$30,000 | | \$3,887 | \$33,887 | | | | | This is to restore the original OWP budget for this project after it was reduced and enable the project to be completed. This item will directly compliment the work of the South Imperial County Corridor Study and provide valuable information to enhance |
| 06-070.SCGC9 | - PeMS Data Retrieval | \$8,000 | \$1,036 | | \$9,036 | | | | | Application program development to retrieve count and speed data from state and municipal real-time databases for current and ongoing simulation model validation purposes. |
| 06-070.SCGC10 | ATSAC Data Retrieval | \$47,000 | \$6,089 | | \$53,089 | | | | | Application program development to retrieve count and speed data from state and municipal real-time databases for current and ongoing simulation model validation purposes. |
| 06-040.SCGC5 | Access to Parcel Data/Application Tools | \$80,000 | \$10,365 | | \$90,365 | | | | | Data to support existing Compass Program applications and current consultant project analysis needs. |
| 06-040.SCGC6 | Parcel Data Consortium Development | \$20,000 | \$2,591 | | \$22,591 | | | | | Data to support existing Compass Program applications and current consultant project analysis needs. |
| 06-070.SCGC11 | - Land Use Transportation Model | \$25,000 | \$3,239 | | \$28,239 | | | | | A consultant will be hired to develop a work plan for SCAG to acquire and implement an integrated land use/transportation model. |
| 05-070.SCGS1 | - Temp Staff Modeling for Sub regions | \$145,000 | | \$18,786 | \$163,786 | | | | | Staff support to develop sub regional (North L.A., IVAG, RivSan, Arroyo Verdugo, Ventura) and weekend models based upon the new SCAG Model implemented in TransCAD. |
| 06-040.SCGS1 | - (1) Sr. Programmer Analyst | \$158,746 | | \$20,567 | \$179,313 | | | | | Staff support for database application development including RTIP, Model Network, RTMIS, HPMS, GIS/Modeling, IRIS |
| | Compass | | | | | | | | | |
| 06-055.SCGC2 | - Forecasting | \$200,000 | \$25,912 | | \$225,912 | | | | | A Consultant will be hired to assist with forecasting and additional Compass Demonstration Projects. |
| 06-050.SCGC1 | - LOTS | \$100,000 | \$12,956 | | \$112,956 | | | | | A consultant will be hired to expand LA Lots to the other five counties. |
| 06-0550.SCGS1 | - (1) Staff Positions | \$158,746 | | \$20,567 | \$179,313 | \$317,491 | | \$41,134 | \$358,625 | A planner will be hired to assist in small area development, assist in new model validation, preparation and presentation of forecasting. |
| 06-055.SCGS1 | - (1) Staff Positions | \$158,746 | | \$20,567 | \$179,313 | \$317,491 | | \$41,135 | \$358,626 | A planner will be hired to support the Blueprint grant, Compass support, and community development specific subre |
| | Staffing Changes | | | | | | | | | |
| 06-070.SCGS1 | - Modeling (06-070.SCGS1) | \$210,000 | | \$27,208 | \$237,208 | | | | | Improve forecasting HOV volumes, develop peak hour forecast, enhance data count, create CSA database. |
| 06-055.SCGS1 | - Forecasting (06-055.SCGS1) | \$130,000 | | \$16,843 | \$146,843 | | | | | Restores funding for the full time assignment of the senior planner with expertise in small area forecasting who had been temporarily assigned to other work elements for the first half of the fiscal year. |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | Totals | \$2,890,656 | \$215,219 | \$159,297 | \$3,265,171 | \$2,666,448 | \$86,025 | \$259,441 | \$3,011,914 | |

MEMO

DATE: December 1, 2005
TO: Administration Committee
FROM: Heather Copp/ Hasan Ikhrata
SUBJECT: RHNA Funding Options

SUMMARY:

Approaches and issues related to RHNA implementation were discussed at the Administration Committee meeting in November. Based on the approaches discussed at that meeting, the following funding options are available.

SCAG staff estimates that it will cost approximately \$1.5 million over a two year period to implement RHNA. This funding would be used to support SCAG, subregional delegation, consultant and associated mediation and legal costs.

In the past, SCAG has been able to seek reimbursement of its RHNA costs from the state. Recently, however, the Commission on State Mandates has ruled that SCAG and others similarly situated are not entitled to reimbursement from the state because SCAG does not fit within the definition of local agency and SCAG has the authority to impose fees to recover its costs. SCAG, along with ABAG is appealing the Commission's ruling.

If funding from the state is not available, no one single resource is available to fund all statutory RHNA program requirements. Local match and grant funding will be needed to fund a Blueprint based housing policy allocation approach that is being envisioned in an evolving legislative initiative by the Administration called "Taking Care of Your Own", housing, land use and CEQA reform.

Funding Options

Option 1: SCAG has applied for a two year Blueprint grant funds in the amount of \$2.4 million. The grant is supplemented by an additional \$600 thousand in local match (20%). The total Blueprint program is budgeted at \$3 million. These federal resources may not be eligible for use in implementing the State mandated RHNA activities, their use is restricted to Blueprint policy based housing activities. However, a portion of the forecasting and the program activities meet RHNA requirements either in whole or in part.

Approximately, \$1.2 million in grant resources and \$300 thousand in local match is devoted towards housing and mobility related programs and incentives. The remaining \$1.5 million is for COMPASS land use and demonstration projects. The grants should be awarded by BT&H by the end of November. However, it is uncertain as to whether or not SCAG's request of \$1.2 million dollars will be funded in full or only in part.

Option 2: Utilize General Fund revenue. There are not sufficient general funds to be able to implement the program.

MEMO

Option 3: Assess a fee as authorized in Government Code 65584.1 to local governments. This approach would create significant discourse with our member agencies. For instance, what should the fee amount be, and what should be the formula for assessing a fee (i.e. shared equally by all 193 jurisdictions in the region or applying the same formula used in assessing SCAG dues, etc.)?

Option 4: Utilize a combination of these funding sources. One approach would be to use grant funds first and then make up any shortfall with General Fund or Fee revenue, as appropriate.

Option 5: Seek a further extension of the RHNA compliance date.

Option 6: Don't implement RHNA. This would be in direct violation of state law. There are associated legal costs with this option.

BACKGROUND:

RHNA is a statutorily mandated State program. In coordination with the Secretary of BT&H, SCAG is currently trying to develop a methodology to implement RHNA that will address the concerns of our member cities. This new "policy" methodology and approach differs from current statute. It is an evolving concept that will be introduced as a reform measure by the Administration to replace the current RHNA process and overhaul existing housing and land use law generally.